



PART 2: REASONS FOR YOUR APPLICATION

Shade the box completely next to each reason on which you are basing this application.

I am applying for a rent increase above the guideline because:

- ☐ Reason 1: The municipal taxes and charges for the residential complex increased by an "extraordinary" amount,
- ☐ Reason 2: The utility costs for the residential complex increased by an "extraordinary" amount,
- ☐ Reason 3: Operating costs for security services for the residential complex have been experienced for the first time or have increased,
- ☒ Reason 4: Capital expenditure work was done in the residential complex.

What is the total number of rental units in the complex?

1	5	7
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How many rental units are covered by the application?

2	7
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PART 3: SIGNATURE

Landlord/Representative's Signature

3	0	/	0	3	/	2	0	1	7
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dd/mm/yyyy

Who has signed the application? Shade the circle completely next to your answer.

☐ Landlord ☒ Representative

LANDLORD AND TENANT BOARD

MAR 3 1 2017

Information About the Representative

First Name

PAUL

LONDON

Last Name

CAPPA

LSUC #

P02120

Company Name (if applicable)

COHEN HIGHLEY LLP

Mailing Address

255 QUEENS AVENUE

Unit/Apt./Suite

1100

Municipality (City, Town, etc.)

LONDON

Prov.

ON

Postal Code

N6A5R8

Day Phone Number

(519) 672-9330

Evening Phone Number

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Fax Number

(519) 672-5960

E-mail Address



Collecting Personal Information

Under section 185 of the *Residential Tenancies Act, 2006*, the Landlord and Tenant Board has the right to collect the personal information requested on this form. We use the information to resolve your application. After you file the form, your information may also be available to the public. If you have questions about how the Board uses your personal information, contact one of our Customer Service Officers at **416-645-8080** or **1-888-332-3234** (toll-free).

Important Information from the Landlord and Tenant Board

1. The landlord must file this application at least 90 days before the date they intend to take the first rent increase for the rental units covered by the application.
2. Along with the application, the landlord must file evidence of the operating costs claimed in the application. They must also file proof that they have paid for those costs. If the landlord is applying for Reason #4, the landlord must also file a copy of the *Capital Expenditures: Additional Details* form for each capital expenditure item claimed in the application.
3. If the landlord is applying for Reason #4, the landlord must make the documents described above available to the tenants of the rental units covered by the application.
 - If the landlord has an office in or close to the residential complex, the landlord must allow the tenants to view a copy of the supporting documents during normal business hours.
 - If the landlord is required to provide the Board with a compact disc containing the supporting documents, the landlord must provide a copy of the compact disc to a tenant who requests it. The landlord cannot charge more than five dollars for providing a copy of the compact disc. Alternately, if the landlord and tenant agree, the landlord can provide either of the following:
 - photocopies of all the supporting documents at a reasonable charge based on the landlord's out-of-pocket costs for making the copies, or
 - a copy of the supporting documents in PDF format, by e-mail, at no charge.
 - If the landlord does not have to provide the Board with a compact disc containing the supporting documents, the landlord must provide a photocopy of the supporting documents to a tenant who requests it for a charge of not more than five dollars.
4. You can ask the Board to provide French-language services at your hearing. If you are the applicant, you can fill out the *Request for Accommodation or French-Language Services* form included at the end of this application. If you are the respondent, the *Request for Accommodation or French-Language Services* form is available at Board offices and at the Board's website at sjto.ca/LTB.
5. You can ask the Board to make special arrangements (called a Request for Accommodation) under the Ontario *Human Rights Code* to help you participate in the hearing. For example, you can ask the Board to make arrangements to provide a sign-language interpreter. You can make a request for accommodation under the Code by telephone, fax or mail. If you are the applicant, you can fill out the *Request for Accommodation or French-Language Services* form included at the end of this application. If you are the respondent, the *Request for Accommodation or French-Language Services* form is available at Board offices and at the Board's website at sjto.ca/LTB.
6. It is an offence under the *Residential Tenancies Act, 2006* to file false or misleading information with the Landlord and Tenant Board.
7. The Board can order either the landlord or the tenant to pay the other's costs related to the application.
8. The Board has *Rules of Practice* that set out rules related to the application process and *Interpretation Guidelines* that explain how the Board might decide specific issues that could come up in an application. You can read the *Rules and Guidelines* on the Board's website at sjto.ca/LTB or you can buy a copy from a Board office.

OFFICE USE ONLY

Delivery Method: ☐ In Person ☐ Mail ☐ Courier ☐ Email ☐ Efile ☐ Fax

MS ☐ FL ☐



A. Description and Costs

If you are applying for reason #4 you must fill out this schedule. If you are applying for more than five capital expenditure items, complete additional copies of this schedule. See the L5 instructions for further information.

Item #	Description of Capital Expenditures	Date Completed (dd/mm/yyyy)	Useful Life	Labour / Material and Contract Costs	Landlord's Own Labour (Hours x Rate = Total)	Total Costs
1	Parking Garage Repairs	17/11/15	15	\$1,178,160.61		\$1,178,160.61
2	Common Area	30/10/15	10	\$5,537.00		\$5,537.00
3	Roof Replacement	01/09/16	15	\$156,000.00		\$156,000.00

Attach additional sheets if necessary

For each capital expenditure item you are claiming, indicate why you believe it is "eligible" under s.126(7) of the RTA.

Item #	Provide explanation as to why the item is "eligible"
1	s. 126(7)(a) maintain physical integrity of structure and s. 126(7)(b) comply with housing standards
2	s. 126(7)(b) comply with housing standards
3	s. 126(7)(a) maintain physical integrity of structure and s. 126(7)(b) comply with housing standards

Attach additional sheets if necessary

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B. Is the cost for each capital expenditure to be applied to all of the rental units in the residential complex? If not, complete the table below.

Item #	List the unit numbers in the complex that the capital expenditure item should NOT be applied to. Be sure to also include units that are not covered by this application.

Attach additional sheets if necessary

C. Are any of the capital expenditure items listed in section A a major repair or replacement of a system or thing that already existed? If yes, complete the table below.

Item #	Did the item require replacement or major repair?	If yes, explain why. Also indicate when the item was last replaced or repaired. If no, explain how the item provides access for persons with disabilities; promotes energy or water conservation; or maintains or improves security.
1	<input checked="" type="radio"/> Yes <input type="radio"/> No	Moisture infiltration and deterioration of exposed surfaces necessitating repairs, previous major repair unknown
2	<input checked="" type="radio"/> Yes <input type="radio"/> No	Furnishings and fixtures were deteriorated, previous painting work in 2012
3	<input checked="" type="radio"/> Yes <input type="radio"/> No	Roof had reached end of serviceable life, minor repairs within previous 5 years
	<input type="radio"/> Yes <input type="radio"/> No	
	<input type="radio"/> Yes <input type="radio"/> No	

Attach additional sheets if necessary



D. Did you receive any money from an insurer, government grants, forgivable loans or other assistance, or proceeds from trade-in, salvage or resale for any capital expenditure item(s)?

☐ Yes ☒ No

If Yes, list the item number, the source of the funds, and the amount you received below.

Item #	Source of funds	Total Amount

Attach additional sheets if necessary

E. Do any of the capital expenditures relate to non-residential portions of the complex or to other residential complexes?

☐ Yes ☒ No

If Yes, list the item and provide details below of how you propose costs should be allocated. See the L5 instructions for further information.

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Attach additional sheets if necessary